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Security Information

TO: Chiefs, Field Bureaus
FROM: Acting Chief, FBIS
SUBJECT: Letter of Instructions

13 March 1953

GENERAL

1. Plans and specifications for the new West Coast station near Santa Rosa, California are 98% complete. It is anticipated that they will be available to bidders on 9 April and that construction contracts may be awarded 15 June 1953.

2. In the interests of simplicity and efficiency in preparation of plans, it was decided that the new monitoring station at Sobe, Okinawa would conform in general to the Santa Rosa design. Preliminary Santa Rosa floor plans have been transmitted to the Okinawa Bureau, to be followed shortly by full plans and specifications, which will be modified by the Okinawa District Engineer where necessary to suit local conditions.

3. A representative of Real Estate and Construction Division is negotiating five-year leases of housing in Cyprus for Mediterranean Bureau personnel. Preliminary reports indicate good progress.

4. The East Coast Bureau Table of Organization was increased by one custodial position. This relieves higher grade classified personnel from night security duty.

ADMINISTRATION

1. Field Bureau reporting in conformity with FBID [redacted] which prescribes procedures and channels for liaison in the field has been generally satisfactory. One or two bureaus have interpreted "Administrative Contacts" too broadly to include contacts which are not required for purposes of this report. In general, only those contacts directly concerned with bureau administration or operations should be reported. Vendors, salesmen, individuals seeking credit references, and job applicants may be omitted from liaison reports. FBID [redacted] are being revised to eliminate separate monthly liaison reports and to incorporate this information in an additional sub-paragraph under Section II of the monthly Progress Report. Specific attention of bureaus is called to the following points:

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- (1) New contacts only should be reported.
- (2) A listing in the Progress Report of all services initiated by the bureaus and services discontinued by the bureaus during the reporting period is required.

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- (3) Departmental approval is required prior to initiation of special services or dissemination of additional material to consumers in the field.

EDITORIAL COMMENT

All Bureaus

1. The rapid and thorough field coverage of Stalin's death and attendant developments enabled FBID to supply prompt and complete service to consumers through the Wire and Daily Report. Prompt accounts from Radio Moscow of the illness and death, as furnished by the London Bureau, were carried by the Wire earlier than complete news was available elsewhere. The appointments following Stalin's death were run in summary form on the Wire minutes after the Moscow broadcast, and the complete decree arrived in good shape and cleared the Wire before other news media began reporting the details.

FBID dispatched special morning and afternoon roundups during the critical period to the DD/I for use in top Governmental-level briefing, covering Moscow broadcasts as well as Orbit and Western reaction. Roundups from the field detailing treatment of the events by specific transmitters contributed to the completeness of this special service and of FBID's coverage in general. All bureaus are to be complimented for their promptness, thoroughness, and initiative in the handling of the Stalin material.

2. Daily roundups of Orbit and Western reaction to the U.N. General Assembly proceedings have been resumed for the benefit of the American Delegation. Fullest possible coverage of reaction from all sources will be appreciated.

3. A reorganization of the sections in the Soviet portion of the USSR and Eastern Europe Daily Report has facilitated current efforts to exploit more fully the large file of Soviet regional material received daily. Regional material with the exception of economic abstracts now appears in a separate Regional Service section.

4. A word of caution again seems in order on the inclusion of editorial opinion in briefs without the protection of quotation marks. The following may be useful as a general rule: whenever the broadcast deals mainly with matter-of-opinion as distinct from matter-of-fact, "weighted" words and phrases must be enclosed in quotation marks. An editorial paraphrase should objectively sum up the point being made by the commentator, omitting unquoted tendentious phraseology. Under no circumstances should a brief be phrased in such a way that the reader might readily construe subjective words or phrases as being those of the editor rather than the broadcaster. The following is an example of an unacceptable summary from press scrutiny:

STALIN MEETING—We do not believe that Ike could ever talk with Stalin. However, if such a meeting could come about

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and bring peace we could be happy. But the facts point the other way. What is the use of talking with the devil.

At the very least, the last sentence should have been enclosed in quotation marks if it is a verbatim quotation. If it is not, the paraphrase is entirely inadequate.

Far East and West Coast Bureaus

1. Okinawa and West Coast: Both Bureaus are to be commended for their excellent handling of the speeches at the fourth session of the Chinese PPCC National Committee. In some instances English Morse versions were published in preference to translations from numeral code because of the time lag in Okinawa copy, but detailed comparisons between the two versions were made. Translations in most cases compared very favorably with the Peking English-language versions.

2. Saigon: The Bureau provided excellent coverage of Vietnam's first municipal elections. Prompt filing of returns and press comment was appreciated.

In regard to dissident transmitters, it is suggested that Saigon editors keep Washington posted from time to time so that occasional editor's notes on clandestine radios can be published or otherwise referred to interested clients.

Lengthy items on individual "emulation combatants" are of marginal value. It is suggested that they be condensed in the form of briefs.

3. West Coast: Headings for Latin American briefs tend to be too long, such as "Amors of Economic Agreement with Argentina." Brief headings should be held to two or three words, pointing up the general topic discussed in the item.

London and Mediterranean Bureaus

1. FYI's summing up radio reaction to specific events such as Arab reaction to the Eisenhower statement on U.S. policy toward the Arab States have been useful, as have advance condensations of significant items to be texted later. An example of the latter is the Azerbaijan Democratic Station's reference to the 1921 Soviet-Iranian Agreement on 3 March. The Mediterranean Bureau made good use of FYI's in reporting the Iranian crisis.

2. In correcting economic abstracts, please indicate whether the original items were sent by teletype or by mail. Since corrections may precede airmailed items, an indication as to how the item was sent would simplify the process of locating it here.

3. London: Further effort to double-check figures spelled out as confirmation in copy by teletypists is needed. There are still many discrepancies. Expansions of initials should also be checked: the Warsaw report on the trial of two U.S. agents in January contained a number of references to "the American

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Commander in Chief" (CIC), whereas these initials stood for "Counterintelligence Corps."

Austrian Bureau

Press scrutiny, on the whole, continues to be well handled. Consolidated press reviews integrating scrutiny material from several newspapers on a given topic are particularly useful, and even greater use of this device would be appreciated.

FIELD OPERATIONS

1. The East Coast Bureau is complimented on its progress in the development of an alternate coverage plan, as suggested in the Letter of Instruction for June 1952. The capacity to replace reception failures of non-productive situations instantaneously with a productive effort, even though it be initially only exploratory, represents a significant step toward flexibility and stabilization of operations.

2. Bureaus are reminded of the necessity for inclusion of the intelligibility numeral in reception ratings in coverage lists and Coverage Change Reports. Attention of the West Coast and Okinawa Bureaus in particular is solicited. The Austrian Bureau is reminded that negative reports are required when no coverage changes occur. Reference:

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3. Destruction of bureau recordings prior to the minimum 60 day limit imposed by regulation sometimes makes it impossible to fulfill requirements for verification of data requested by various intelligence offices. Bureau Chiefs are requested to insure that all recordings are retained at least for 60 days.

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SPECIAL REPORTS

1. The Branch has initiated a study of Radio Moscow commentators, to explore such questions as: Who speaks with greater authority on given subjects? Which commentators concentrate or specialize on certain topics or areas? Do special commentators consistently introduce new lines? Bureaus are urged to submit any information or impressions on this subject. To avoid confusing different commentators with the same name, e.g. Leontiev, Orlov, it is requested that the daily Soviet commentary lists include identification such as first name or initials, profession or rank, when the surname is not unequivocal.

2. Editors who prepare Peking consolidated summaries are urged to distinguish between broadcast texts of speeches and comment on such speeches. It is also requested that all the content elements which determine the category of an item, as well as those which determine event linkage, be represented in the summary of the item.

3. The London Bureau contributed a well-documented dissent to one section of the Survey supplement on the Soviet doctor-plot. Other bureaus are encouraged

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to submit criticism and observations on Special Reports Branch publications or procedures.

4. Bureaus covering Soviet regionals furnished counts of nominations of Stalin and other Presidium members to local Soviet councils. The consolidated results were used as possible indicator of the relative standing of the several leaders.

5. Tokyo Bureau's translation of a Tibetan petition of May 1952 is being published as an [redacted]

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PERSONNEL CHANGES

1. New Employees

[redacted]

Radio Operator West Coast Bureau
Administrative Asst. Office of the Chief

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2. Separations

[redacted]

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3. Reassignments

[redacted]

<u>From</u>	<u>To</u>
Info Spec (Fgn Brdcast) Saigon Bureau	Info Spec (Fgn Brdcast) Editorial Branch

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4. Other

[redacted]

Teleg Typwr Opr East Coast Bureau	Maternity Leave
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